



LEEDS  
BECKETT  
UNIVERSITY

# EQUALITY & DIVERSITY COMMITTEE

04 October 2019

at 10:00 in Room G05, Old Broadcasting House,  
City Campus

**Vice Chancellor's Group Office**

Leeds Beckett University, 103 Old Broadcasting House, City Campus, Leeds, LS2 9EN

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**AGENDA** for the Friday 04 October 2019 meeting

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The next meeting of the Equality & Diversity Committee will be held on Friday 04 October 2019 from 10.00-12.00 in Old Broadcasting House, Room G05, City Campus.

10.00	<b>Part A: Preliminary Items</b>	<b>Paper</b>	<b>Led by</b>
A1	Apologies		Chair
A2*	Terms of reference and membership	EDC-2019-001	Clerk
A3	Declarations of interest		Chair
A4	Minutes of the last meeting held on 04 July 2019	EDC-2019-002	Chair
A5	Matters arising	EDC-2019-003	Clerk
A6	Equality and Diversity update	EDC-2019-004 To follow	C Downing
10:20	<b>Part B: Major Topics</b>	<b>Paper</b>	<b>Led by</b>
	Where Next For E&I – Table Discussions:		
	<b>Inclusive Curriculum,</b> What initiatives are currently underway to diversify course content, how is this built in to the QA process, how is evaluation and student feedback being used, what development is available for colleagues? How can we build a really inclusive learning community?		
B1	<b>Student Recruitment</b> Review of our communications with potential applicants, open days through a more inclusive lens, targeting specific communities and schools.	Verbal	C Downing /S Gray
	<b>Promoting Positive Behaviours</b> Proposal to expand zero tolerance to racism, ensuring that expectations about behaviours,		

dignity and respect, unconscious bias etc are covered effectively at induction

**Enabling Diverse Staff Recruitment**

Language of job descriptions and advertisement, community based recruitment initiatives, unconscious bias training, anonymous shortlisting

**Leadership and Community – getting everyone involved**

The role of our fora, events and engagement, embedding diversity awareness/commitment through Management Matters, including diversity metrics in accountability meetings, Bame and gender leadership development

11:20	<b>Part C: Reports from Officers</b>	<b>Paper</b>	<b>Led by</b>
	C1 Update on APP	Verbal	T Lancaster
	<b>Part D: Other Business</b>	<b>Paper</b>	<b>Led by</b>
11:30	D1 Schedule of business 2019/20	Verbal	Chair
	D2 Other Urgent Business		
	D3 Date of next meeting: 05 March 2020 10:30		

 *Shaded items indicate that the Board / Committee is being asked to make a decision.*

*\*Starred items will be taken without discussion unless a member notifies the Chair or Secretary in advance that she or he wishes the item to be open for debate*



## Terms of Reference and Membership

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### *Executive Summary*

The report sets out the Equality & Diversity Committee's constitution.

### *Action Requested*

This report is **for information.**

### *Appendices*

Appendix A: Terms of Reference 2019/20

Appendix B: Membership Profile 2019/20

### *Author*

*Name:* Pam McLaren

*Job title:* Personal Assistant

*Date:* July 2019



## Terms of Reference

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### **Approval Route**

- 03 November 2010    *Corporate Management Team*
- 14 March 2017      *University Executive Team (approval of new membership profile)*
- 31 May 2017        *Equality & Diversity Committee (minor amendment to clarify Forum Representatives)*

### **Purpose**

The purpose of the Committee is:

- a) To consider the equality and diversity aspects of our University's culture and environment for work and study;
- b) To act as a forum for the engagement of staff and students in issues relating to equality and diversity;
- c) To advise on the development of policies, procedures and practices directly relating to equality and diversity, and those that indirectly affect equality and diversity issues;
- d) To monitor statistics and data that evidence our compliance with its regulatory duties as a public sector organisation, and help identify and develop areas of good practice;
- e) To promote greater awareness of equality and diversity policies to ensure continuous improvement in our performance.

### **Membership & Advisers to the Committee**

The Committee shall consist of members representing Schools and Services, their staff and students of the University:

- a) The Committee will be chaired by the Deputy Vice Chancellor.
- b) School/Service representatives  
Each School/Service shall nominate a representative.
- c) Staff representatives  
Each trade union shall nominate a representative.
- d) Forum Representatives  
A minimum of three representatives from the Staff/Student Fora.

- e) Students' Union representatives  
The Students' Union shall nominate two representatives.
- f) Co-opted members  
The Committee shall have powers to co-opt at any time suitable persons for specialist or specific advice.
- g) Advisers to the Committee  
Advice, support and guidance will be provided to the Committee by the University's Equality and Diversity support team.
- h) Substitutions  
Any vacancy on this Committee arising from illness, holiday or resignation, etc., shall be filled by nomination by the Chair.

## **Equality & Diversity Committee: 2019/20**

### **Membership [42]\***

#### **Quorum [21]**

#### **Position**

Deputy Vice Chancellor (Corporate Communications) (Chair) [1]

#### Service Representatives [14]

Campus & Residential Services  
Centre for Learning & Teaching  
Distance Learning  
Estates  
Financial Services  
Human Resources  
IT Services  
External Relations/University Recruitment  
Libraries & Learning Innovation  
Registry  
Research and Enterprise  
Student Services  
Sport & Active Lifestyles

#### School Representatives [13]

School of Art, Architecture and Design  
School of Built Environment and Engineering  
School of Computing, Creative Technology and Engineering  
School of Cultural Studies and Humanities  
School of Film, Music and Performing Arts  
Carnegie School of Education  
School of Events, Tourism and Hospitality Management  
Carnegie School of Sport  
Leeds Business School  
Leeds Law School  
School of Clinical and Applied Sciences  
School of Health and Community Studies  
School of Social Sciences

#### Equality Forum Chairs [7]

Race Forum Co-Chair  
Race Forum Co-Chair  
Disability Action Group Co-Chair  
Disability Action Group Co-Chair  
Rainbow Rose Group Chair  
Faith & Belief Forum Chair  
Gender Forum Chair

#### Staff Representatives [2]

UCU  
UNISON

#### Students' Union Representatives [2]

1 Vice President Equality and Diversity  
2 Student Voice Manager

#### Co-opted members [3]

Director of Human Resources  
Director of Student Services  
Deputy Vice Chancellor

#### **In attendance**

Secretary [1]

#### Advisers to the Committee [1]

Equality and Diversity Manager  
Equality and Diversity Adviser

#### Director of External Relations

#### **Members**

Tracey Lancaster

Christine Simpson\*  
Professor Sue Smith  
Kerry Chung  
Andy Allison  
Sarah Coll  
Sarah Gray  
Tatiana Hepplewhite  
Joe Rossiter  
Claire Williams  
Barbara Colledge  
Dr Tina Conkar  
Jan Daley  
Sally Nickson

Justin Burns

**replacement to be nominated**

Alison Munn

**replacement to be nominated**

Annabelle Pangborn  
Professor Damien Page  
Bernadette Albert  
Leanne Norman  
Joanna Smith  
Dr Jessica Guth  
Duncan Webb  
Lorraine Agu  
Dr Natalia Gerodetti

Dr Tom Fletcher

Mobina Begum

Christine Simpson\*

Kate Cunningham

Ian Lamond

Melvyn Kelly - on sabbatical (Rehana Bakhat)

Bronwen Edwards

Anthony Drummond and Jennifer Dods\*\*

Karen Carney

Ahmed Ali

Mike Austin

Natalie Saunders

Priscilla Preston

Professor Phil Cardew

Pam McLaren

Craig Downing

**TBC**

Dee Reid

\* Christine Simpson occupies two positions on the committee, as one member

\*\* To alternate at each meeting



## MINUTES of the 04 July 2019 meeting

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### Present:

Professor Phil Cardew (Chair)

Ahmed Ali

Mobina Begum

Dr Tina Conkar

Kate Dashper

Laura Flatman

Annabelle Pangborn

Joanna Smith

Andy Allison

Karen Carney

Kirsty Curwen

Jennifer Dods

Tatiana Hepplewhite

Priscilla Preston

Claire Williams

Mike Austin

Kerry Chung

Jan Daley

Bronwen Edwards

Tracey Lancaster

Christine Simpson

### In attendance:

Nabila Ayub

Denise Dixon-Smith

Dan Stanley

Rehana Bakhat

Pam McLaren (Secretary)

Frazer Shelton

Tracy Commons

Janice Priestley

Katrina Tilbrook

### Apologies:

Lorraine Agu

Kate Cunningham

Natalia Gerodetti

Ian Lamond

Leanne Norman

Joe Rossiter

Duncan Webb

Justin Burns

Anthony Drummond

Jessica Guth

Alison Munn

Professor Damian Page

Natalie Saunders

Dee Reid

Sarah Coll

Tom Fletcher

Melvyn Kelly

Sally Nickson

Professor Ruth Robbins

Professor Sue Smith

Caroline Bligh

## Part A: Preliminary Items

### Terms of reference and membership

035.2018.EDC The Committee received a report from the Secretary that set out the current terms of reference and membership (paper reference EDC-2018-019). The Chair welcomed new members to the Committee.

### Declaration of interest

036.2018.EDC No declarations of interest were made.

### Minutes



037.2018.EDC The Committee **AGREED** that the minutes of its meeting held on 07 March 2019 were an accurate record (paper reference EDC-2018-020).

### **Matters arising**

038.2018.EDC The Secretary presented a report on the matters arising from the minutes of the previous meeting of the Committee held on 07 March 2019 (paper reference EDC-2018-021). It was **reported** that:

- (a) Gender Pay Gap Reporting (minute:024(c). 2018.EDC) An update of the methodology for the disability and ethnicity pay gap reporting will be brought to a future meeting.
- (b) Public Sector Equality Duty (minute:026(a).2018.EDC) had been amended and is now on the webpage: <https://www.leedsbeckett.ac.uk/public-information/equality-and-diversity/data/>
- (c) Gender Equality Forum (minute:030(a). 2018.EDC) Bronwen Edwards is the replacement Chair of the Gender Equality Forum.

### **Equality and Diversity update**

039.2018.EDC The Committee received a report from the Equality and Diversity Manager that provided an update on equality and diversity activities, initiatives and developments that had taken place since the Committee's previous meeting in March 2019 (paper reference EDC-2018-022). It was **reported** that:

- (a) The team had been working with colleagues from the Disability Action Group around accessibility, to develop a one stop resource area for colleagues to access support; information on software available; car parking; reasonable adjustments etc. with a new webpage that will be live in September 2019.
- (b) Members of the Rainbow Rose Forum had been arranging to participate in the Leeds Pride marching event on 4 August 2019 as in previous years since 2014. The event will be high profile for Leeds Beckett University and it must be remembered that it is still a protest, against discrimination and violence towards lesbian, gay, bisexual and transgender people to be able to promote their self-affirmation, dignity and equal rights.
- (c) During Black History Month in October 2019, there will be an Annual Race Lecture on 16 October 2019 with key note speaker Amatey Doku, Vice President NUS, titled 'The Black Attainment Gap: Viewing the student experience through a race lens'.
- (d) Some changes to the Equality Forums had been made. Bronwen Edwards and Tara Hill have both been appointed as Co-Chairs of the Gender Forum. Mobina Begum replaces Jen Bayjoo as Co-Chair of the Race Forum. Rehana Bakhat is deputising for Melvyn Kelly, University Chaplain during

his sabbatical. Alison Wilde will be taking Kate Cunningham's place as Disability Action Group Co-Chair.

## Part B: Major Topics

### B1 Campus Masterplan and Accessible/Inclusive Campus update

040.2018.EDC The Committee received a presentation on the Campus Masterplan from the Associate Director of Estates (Property Assets and Infrastructure) (paper reference EDC-2018-023). It was **reported** that:

- (a) The formal consultation period for feedback on the Campus Masterplan is now closed although the e-mail address for feedback will remain open for as long as possible. An update will go to the Board of Governors in July 2019, with full sign off sought in October 2019.
- (b) The projects will have built-in inclusivity design standards from the beginning.

041.2018.EDC It was **noted** that:

- (a) A query on the University's plan regarding the environmental performance of any projects and the use of concrete, will be considered.
- (b) A query on the loss of income from potentially reduced event space at City Campus would need to be confirmed.
- (c) A query on backfilling whilst development was ongoing and the impact on staff would be considered sequentially to minimise disruption.
- (d) A link to the presentation would be circulated to members of the Committee following the meeting.

### B2 Access and Participation Plan – 19/20

042.2018.EDC The Committee received a presentation of the Access and Participation Plan from the Deputy Vice Chancellor, Corporate Communications. (Paper reference EDC-2018-024). It was **reported** that:

- (a) The finalised APP document had been submitted to the Office for Students (OFS).
- (b) The APP document will be published by Leeds Beckett University for staff to access once the OFS have given approval. The APP report will also go to Academic Board for formal sign off.
- (c) The Equality and Diversity Committee will be one of the bodies that will feed into the new committee overseeing the implementation of the

commitments made in the Access and Participation Plan: the Access and Participation Scrutiny Committee. Other routes will include the School Forums with students.

- (a) A copy of the presentation would be circulated to members of the Committee following the meeting although it was noted that the commitments and targets are not yet approved by the OFS and may be subject to change.

## Part C: Reports from Officers

### C1 Disabled Student Dashboard

043.2018.EDC The Committee received a presentation from the Associate Director Student Services (paper reference EDC-2018-025). It was **noted** that:

- (a) The 'Disabled Student Dashboard: understanding our disabled students and their outcomes better', presentation gave an overview of statistics and information relating to our current disabled student population that will help us to anticipate the needs of a diverse university community, including potential disabled students for reasonable adjustments and inclusive practice in the future.
- (b) A copy of the presentation would be circulated to members of the Committee following the meeting.

### C2 Annual Equality and Diversity Report

044.2018.EDC The Committee received a report from the Equality and Diversity Manager (paper reference EDC-2018-026). It was **reported** that:

- (a) The Gender pay Gap continues to decrease.
- (b) Research Excellence Framework (REF) had been a major focus with lots of work and consultation going into the REF Code of Practice report. More work will be done in the next few weeks with a small Equality REF panel of academics to declare circumstances regarding research outputs.
- (c) The People Development programme is being updated so that equality and diversity awareness is woven into all programmes as a matter of course.
- (d) There will be some changes within the Equality and Diversity team, The Equality and Diversity Manager expressed her thanks, a new Equality and Diversity Manager would be starting in September 2019. The Chair expressed their thanks to both Katrina Tilbrook and Nabila Ayub for their contribution to the Committee and wished them every success in their new roles. The Chair also expressed thanks to the Forum Chairs.

045.2018.EDC It was **noted** that this was the final meeting of the Chair and that Tracey Lancaster had agreed to replace Phil Cardew at the next meeting. Committee members expressed their best wishes to Phil.

## Part D: Other Business

### Schedule of business for 2019/20

046.2018.EDC The Committee received its schedule of business for 2019/20 (paper reference EDC-2018-027). It was **noted** that:

- (a) That the schedule of Business would be populated when the new Equality and Diversity Manager was in post.
- (b) That future focus would need to be clear on impacts and close work with Schools on how to embed equality, diversity and inclusivity into all standard processes.

### Date of next meeting

047.2018.EDC The next meeting of the Equality & Diversity Committee would be held at 10:00 on 04 October 2019 in G05 Old Broadcasting House, City Campus.

### Other business

048.2018.EDC No other business was raised.

Confirmed by the Committee/Board as a correct record and signed by the Chair:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



## Matters Arising

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### *Executive Summary*

The report presents the matters arising from the previous meeting of the Equality & Diversity Committee that are not covered elsewhere on the agenda.

### *Action Requested*

This report is for information.

### *Appendices*

None.

### *Author*

*Name:* Pam McLaren  
*Job title:* Personal Assistant  
*Date:* July 2019



**MATTERS ARISING**

Gender Pay Gap Reporting (minute: 024(c).2018.EDC)

1. Provide an update of the methodology for the disability and ethnicity pay gap reporting at the relevant point. To be brought back to a future meeting at an appropriate point.
2. That the schedule of Business would be populated when the new Equality and Inclusion Officer was in post (September 2019).



## Equality and Inclusion Update October 2019

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### ***Executive Summary***

This short report summarises initial observations from me following my first month in post as Equality and Inclusion Manager. It seeks to explore the extent to which there is evidence of our current diversity and inclusion profile, what those terms may mean and some short term next steps which I am intending to take in progressing this agenda.

### ***Action Requested***

This report is for information and discussion. Feedback and comments from the Committee would be welcome.

### ***Appendices***

None

### ***Author***

Craig Downing,  
Equality and Inclusion Manager  
October 2019

### ***Approval Route***

October 2019

*Sarah Gray, Deputy People Director*

# Equality & Inclusion Update October 2019

## Introduction

This short paper summarises my initial impressions and observations from my first month in post at Leeds Beckett as Equality and Inclusion Manager. During the course of my induction to date I have met with our fora, senior colleagues, colleagues across the People Team, Student Services and the Students' Union. I have also begun to explore the range of diversity-based data that we hold including the Public Sector Equality Duty, Gender Pay Report and our Access and Participation Plan.

## Are we diverse and inclusive?

Part of my initial brief has been to explore the extent to which we are a diverse and inclusive organisation. In defining what I mean by those terms: **diversity** refers to the extent that we are effective at attracting a diverse range of staff and students to our University which reflects the community that we are a part of. **Inclusion** is a broader term which describes the extent to which that diverse range of staff and students feel involved, engaged and supported to achieve their best outcomes. The Chartered Institute for Personnel and Development (CIPD) description of inclusion is:

*In an inclusive organisation people, regardless of background, identity or circumstance, feel valued, accepted and supported to succeed.*

## Diversity:

A strong level of diversity in our workforce and student community is a primary building block in moving towards inclusion. Looking at our workforce data as published in last year's Public Sector Equality Duty, I note that our workforce profile has remained relatively static over the past 4 years. For example, the proportion of BAME colleagues has remained at 11-12% of our total workforce over that period (although with some upward movement in representation in the professoriate) and our gender profile appears to have been relatively static too. There is still some evidence of under-reporting in relation to disability (14% undisclosed), sexual orientation (35% undisclosed) and religious belief (33% undisclosed). The attached infographic reflects some general headlines.

Broadly speaking we do appear to have quite a lot of useful data and insight in to our workforce and student profile and I will need to spend more time better understanding the patterns that sit underneath these headline figures in relation to the nature of the work that these colleagues do, turnover and progression rates. It will also be important to better understand our data in relation to the profile of Leeds and other large employers such as the council and trusts to benchmark ourselves both within the sector and within the city.

## Inclusion:

In previous organisations when seeking to consider the extent to which we are making progress towards an inclusive culture I have found it helpful to use the following broad stages:



EXCLUSION	SYMBOLIC INCLUSION	PRESCRIBED INCLUSION	FULLY INCLUSIVE
<ul style="list-style-type: none"> <li>Structured to be exclusionary</li> <li>Structured to maintain privilege of the dominant group</li> <li>Does not understand inclusion</li> <li>Compliance based diversity training</li> <li>Will allow others as long as they conform to culture, values and norms</li> <li>Does not overtly decide to exclude just does 'business as usual'</li> </ul>	<ul style="list-style-type: none"> <li>Interventions to "increase the number of diverse people" usually triggered by external forces - reactive to focus on single aspect of diversity characteristics (e.g. gender)</li> <li>Non-discrimination policies (equal opportunity) &amp; equitable salary scales</li> <li>Ignore difference - lets not talk about it</li> <li>Makes visible differential treatment</li> <li>To avoid conflict excluded parties are placed in 'symbolic' positions</li> </ul>	<ul style="list-style-type: none"> <li>Begin to develop more tolerance for difference</li> <li>Can start to believe that diverse people have a place in the organisation</li> <li>Business becomes more responsive to discrimination</li> <li>Focus on recruitment, retention &amp; integration of new people</li> <li>Issues of power, culture and need to change will begin to surface</li> <li>Clearly defined goals and plans prescribed internally</li> </ul>	<ul style="list-style-type: none"> <li>Integrated systems designed to embed the benefits of difference.</li> <li>Empowers individuals and groups</li> <li>Recognises value of diverse ideas, opinions &amp; styles of operating</li> <li>Willing to learn to grow; approach is bottom up and top down</li> <li>Congruence between expressed values and behaviours</li> <li>Believes that inclusion yields greater creativity, synergy and effective outcomes</li> </ul>

*The Diversity and Inclusion Maturity Model: Stephen Frost and Danny Kalan "Inclusive Talent Management" 2016.*

My initial impressions, based on early conversations, would be that we are in a transition between symbolic and prescribed inclusion as they are described above. For example, we have an established equality framework with clearly defined policies and a number of compliance based processes such as the Public Sector Equality Duty and Gender Pay reporting. Our fora and Charters such as Athena Swan and the Race Equality Charter typically focus on a particular protected characteristic and we don't appear to have got to broader discussions regarding the potential impacts of intersectionality.

However some of the targets that we are committed to delivering in our APP start to indicate that we are beginning to develop more clearly defined goals and that actions around the more effective recruitment and integration of colleagues and students are becoming more prominent such as work on an inclusive curriculum, learning and teaching approaches and potential actions to make our staff and student recruitment a more inclusive experience.

Conversations with colleagues in our fora and qualitative feedback from a range of sources suggests that there is still work to do to achieve a greater degree of lived inclusivity particularly around culture and behaviours – the extent to which all of our colleagues and students are made to feel that they are a valued part of the university's identity. I would suggest that we need to make more progress on encouraging an open conversation about what it feels like to work and study here and to create an environment where colleagues can recognise their assumptions and biases without feeling judged.

### **Next Steps**

I intend to come to the next Committee with some longer term goals and proposals based on these initial insights and further enquiries that I plan to make. However, in terms of activity which is currently underway and actions that I have identified to date they are as follows:

## **1. Charters:**

It is apparent that a lot of effort has been invested in both the Athena Swan and Race Charters. Both of these frameworks have been useful in requiring us to investigate our data and better understand current gaps in colleague and student recruitment, retention and attainment. Having achieved Athena Swan Bronze level accreditation as a University in 2017 we are due for organisational re-assessment by April 2020. In the meantime, 3 Schools have been unsuccessful in their applications for local accreditation.

We have been using the Race Charter Framework to inform our work on race equality since taking part in the pilot exercise in 2014. We are currently due to submit for accreditation in February 2020 but need to do more work to demonstrate that we have clearly defined actions/priorities which have been informed by our understanding of our data.

### **Actions:**

- Seek an extension on the re-accreditation date for Athena Swan to November 2020 from Advance HE. Review our unsuccessful submissions to generate lessons learned.
- Work with the Race SAT and Race forum to agree priorities (aligned with our APP activity), refresh membership, identify actions and owners of those, agree timescales and an engagement plan to mobilise support in Schools and Services which will be key to successful delivery – potentially to include roadshows to SMG and leadership teams.

## **2. Developing our Diverse Community**

Having met with the fora, I would like to work with the Chairs and colleagues further to discuss and re-affirm their purpose which, as I understand it, is:

- To provide a safe and supportive environment in which to discuss issues relating to each of the equality strands;
- To provide support and networking to share best practice across all equality strands;
- To assist in the monitoring and reporting on compliance with equality and diversity legislation and good practice;
- To contribute to the development of policies directly relating to equality and diversity, and those which indirectly affect equality and diversity issues through the equality impact assessment process.

Equally, I would like to bring the Fora chairs together to explore the potential for cross teamworking and to agree some shared priorities that they can collectively promote and progress.

### **Actions:**

- Work with the Fora (and SU colleagues) to further develop their purpose and encourage mutual support and promotion across the strands.
- Seek support in populating and delivering an E&I Calendar of events once we are clear on our priorities and how the events will contribute to those.

## **3. Learning and Development**

There is the potential to review and refresh our online provision around E&I and Unconscious Bias in order to better promote diversity and inclusion as something for which we are all responsible. Current take up of our unconscious bias modules is low and, once refreshed, it may be worth considering making them a requirement (at least for managers if not for all staff). I also need to better understand what types of workshop activity is taking place and how/where we need to think about bringing diversity-related content into case studies and exercises that are not specifically diversity focused.

#### **Actions:**

- Review our modules/materials and refresh where possible or source new provision if required.
- Work with colleagues in People and Organisational Development to integrate E&I into broader workshop materials.
- Work with colleagues in the Centre for Learning and Teaching to better understand their work around the inclusive curriculum, inclusive learning and teaching practice etc.

#### **4. People Management Practices**

For inclusion to become an embedded part of how we work at Leeds Beckett, we need to review some of our people policies and practices through an inclusion lens. Colleagues are currently reviewing our recruitment and induction processes and this seems like a sensible place to start in terms of considering how we can recruit from the broadest cross-section of our community and minimise the impact of unconscious bias in shortlisting, interview etc.

#### **Action:**

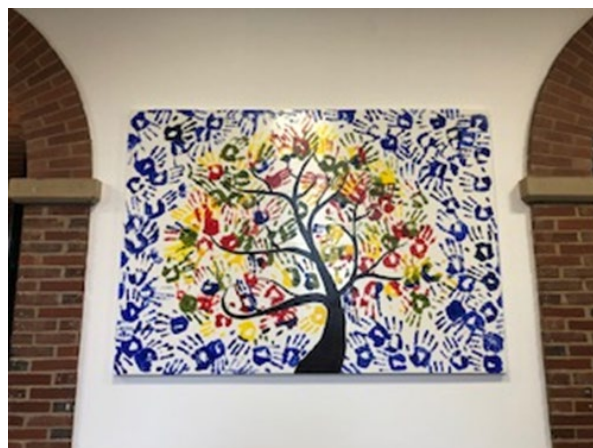
- Work with colleagues in the People Team to review the end to end recruitment process from job descriptions and wording of advertisements through to the welcome that new Leeds Beckett colleagues experience.
- Identify metrics and data to monitor progress.

#### **5. Communications and Visibility**

Communication about, and visibility of, the E&I agenda are important, but I recognise that we need to be really clear about our areas of focus, and our purpose in pursuing those, before we plan a corresponding suite of communications activity. I have however undertaken some preliminary profile-raising pieces around various diversity-related topics - recent examples include a series of mini items on the staff site during National Inclusion Week (23-30 September) which generated a significant increase in visits to our E&I webpages.

Further to paragraph 2 above, once we have an agreed E&I calendar of events, I will work with the event leads to promote activities which are taking place across the university with 'communication campaigns' around key dates and events.

I would also like to collaborate with stakeholders in the creation of an E&I visual identity which emphasises inclusion (such as our newly displayed Unity Canvas organised by Melvyn Kelly and the Faith and Belief Forum which can be found in the James Graham building):



## **6. Networks and insights**

As someone new to the sector, I shall be investing time in building a network of colleagues across other institutions and with relevant bodies such as Advance HE. I will also be seeking to further expand our institutional network in the city and region so that we can collaborate with other employers where possible.

### **Action:**

- Networking and development events to build my understanding of HE and identify good practice from other organisations.

### **Conclusion**

I look forward to working with colleagues across the Committee and wider University to progress this agenda. The actions identified above are pragmatic starting points which I hope will build some momentum and profile around this work. However, I plan to come back to the next Committee with a longer term set of proposals designed to help us collectively move towards becoming an inclusive organisation over the course of the next 3-5 years.

BME →

Gender →

Disabled →

Religion →

Sexual Orientation →

Charters →

Public Sector Equality Duty Report 2019 – All Staff

Year	Total	BME		White		Unstated	
		n	%	n	%	n	%
2014	2985	331	11.1%	2645	88.6%	9	0.3%
2015	3134	348	11.1%	2767	88.3%	19	0.6%
2016	3153	373	11.8%	2736	86.8%	44	1.4%
2017	3064	364	11.9%	2646	86.4%	54	1.8%
2018	3006	354	11.8%	2599	86.5%	53	1.8%

Year	Total	Female		Male	
		n	%	n	%
2014	2985	1645	55.1%	1340	44.9%
2015	3134	1738	55.5%	1396	44.5%
2016	3153	1706	54.1%	1447	45.9%
2017	3064	1660	54.2%	1404	45.8%
2018	3006	1649	54.9%	1357	45.1%

Year	Total	Disabled		Not Disabled		Unstated		Prefer not to say	
		n	%	n	%	n	%	n	%
2014	2985	140	4.7%	2376	79.5%	70	2.4%	399	13.4%
2015	3134	150	4.7%	2537	80.9%	74	2.5%	373	11.9%
2016	3153	136	4.3%	2594	82.3%	89	2.9%	334	10.5%
2017	3064	133	4.3%	2527	82.4%	100	3.3%	304	10.0%
2018	3006	112	3.7%	2495	83.0%	117	3.9%	282	9.4%

Religion	2018
No Religion	33.7%
Buddhist	0.3%
Christian	28.2%
Hindu	0.4%
Jewish	0.3%
Muslim	2.2%
Other Religions	1.1%
Prefer not to say	4.3%
Sikh	0.6%
Undeclared	29.0%

Sexual Orientation	2018
Bisexual	1.0%
Gay or Lesbian	2.6%
Heterosexual or Straight	61.4%
Other	0.4%
Prefer not to say	4.6%
Undeclared	30.1%

**Athena Swan (AS):** Seek an extension on the re-accreditation date for November 2020 from Advance HE. Review our unsuccessful submissions to generate lessons learned.

**Race Equality Charter (REC):** Work with RACE SAT and forum to agree priorities & align with APP activity, refresh membership, identify actions and owners, agree timescales.

## Objectives

### Charters:

**AS** - Seek an extension on the re-accreditation date for November 2020 from Advance HE. Review our unsuccessful submissions to generate lessons learned.

**REC** - Work with RACE SAT and forum to agree priorities & align with APP activity, refresh membership, identify actions and owners, agree timescales.

### Developing our Community:

Alignment of our a purposes. Provide Safe , honest and respectful environment to discuss best practices and contribute to development and delivery of legislation, policy, guidance and good practice. Support our attraction, recruitment and attainment opportunities.

### Learning & Development:

Review of Modules/materials utilise People & Organisational Development for integration of E&I workshops. Collaborate with Centre for Learning & Teaching on inclusive teaching practices.

### Communication:

Utilise all media's and channels available to communication about, and demonstrate visibility of E&I agenda & events.